

EPLS Board of Trustee Meeting Minutes

May 9, 2022, 6:00pm

Central Branch Rotary Room

Trustees Present: Debbie Kroupa; President, Rhonda Smith; Vice President; Dr. Chad Vickers; Secretary, Jessica Schneider, Dr. Patricia Schrull, Melissa Clifford

Trustees Absent: Ray Armstrong Jr., Kaleena Whitfield, Sam Battle

Staff Present: Jennifer Starkey; Director, Rob Schirhart; Fiscal Officer, Rondra Davis, Frank Szuch, Kathy Runser, Tammy Collins, Tanya White, Ginette Laraway

Visitor: Wendy Zwaduk; President of EPLS Friends of Keystone

1. **Call to Order:** Ms. Kroupa called the meeting to order at 6:01pm.
2. **Welcome of Attendees:** Ms. Kroupa
3. **Public Hearing of Visitors:** Ms. Kroupa
4. **Consent Agenda Items:**
 - a. **Approval** of April 11th, 2022, monthly meeting minutes
 - b. **Personnel Actions:** Sarah pardee, Library Tech II, West River
Michael Austin, Public Relations, Taylor Street
 - c. **Memorials/Donations:** None

Resolution #48.22: On the motion by Rhonda Smith, seconded by Jessica Schneider, the board unanimously agreed to approve the Consent Agenda Items.

5. **Fiscal Officer's Report:** Mr. Schirhart
Switched funds from Dollar Bank to Start Ohio, best rate for General fund.
Received two of the three vehicle plate, third should be on its way. Saved \$600.00 for the year.
Interest for month was \$2,960.18.

Fund-to-Fund Transfer, to pay the interest payment for the Bond. Funds received from the county auditor; proceeds collected from real estate taxes from the bond levy. These funds are the pay the semi-annual interest due 6/1/22 for the bonds.

Resolution #49.22: On the motion by Rhonda Smith, seconded by Dr. Patricia Schrull, the board unanimously agreed to approve the Fund-to-Fund transfer.

Resolution # 50.22: On the motion by Dr. Patricia Schrull, seconded by Melissa Clifford, the board unanimously approved the Fiscal Officer's Report.

6. **Director's Report:** Ms. Starkey

PLF Fund

- Current agreement
- 2020 Census data and EPLS share
- Proposal regarding counting of Grafton Prison population

Strategic Plan update

- Consultant Mandy Simon, State Library of Ohio will join us remotely at the beginning of the June 13 Board meeting
- Community Survey questions being finalized; plan to begin to distribute by end of May

Building updates

- West River parking lot estimates received

Staff/organization updates

- Employee survey
- Staff day

EV Charging station

- Reviewed by legal counsel, recommend adding indemnification clause

Confirmation City of Elyria will start to work on Central's parking lot on May 16th, could take a month and a half to complete.

Resolution #51.22: On the motion by Jessica Schneider, seconded by Dr. Patricia Schrull, the board unanimously agreed to approve the Director's Report.

7. **President's Report:** Ms. Kroupa

- Old Keystone Sign on West Street needs to be taken down.
- Signage for streets need to be addressed.
- Sign for Taylor Street facility
- Email – Teams group/over course of next month gather information about what information and forms can be stored on Teams for easy access.

- June meeting, training at 5:30pm for Teams
- Please schedule with Frank to get email setup if you have not already.

Resolution #52.22: On the motion by Chad Vickers, seconded by Melissa Clifford, the board unanimously agreed to approve the President's Report.

8. Committee Reports:

Friends of EPLS: Ms. Starkey spoke on behalf of the EPLS Friends, Annual meeting and brunch was big hit, over 40 people in attendance. Group is looking for volunteers to start helping sort books for fall book sale.

Friends of EPLS Keystone: Ms. Zwaduk spoke on behalf of the EPLS Keystone Friends, Books & Brunch event earned a little over \$1000.00 for Summer Reading Program. June 11th is book drop-off drive in Lagrange. Discussion to allow Friends landscaping privileges around Keystone building and flagpole area.

Elyria Public Library Foundation: Ms. Smith spoke on behalf of the EPL Foundation. Next meeting is next week.

AD HOC Committee: none

Resolution #53.22: On the motion by Dr. Patricia Schroll, seconded by Melissa Clifford, the board unanimously approved the Committee Reports.

9. **Old Business:** none

10. **New Business:** none

11. Adjournment

Resolution #54.22: On the motion by Rhonda Smith, seconded by Jessica Schneider, the board unanimously agreed to adjourn at 6:58pm.

Next Board Meeting will be held on Monday, June 13th, 2022, at 6:00pm in the Rotary Room at the Central Library. Minutes of May 9th, 2022, Board Meeting are approved.

President
(RLD)

Secretary